



Classroom Grant Application Guidelines

Mission Statement

Mission

The OJREF will secure funds through philanthropic means and engage all members of the community to support educational innovation and the mission of the OJRSD.

Application:

The Owen J. Roberts Education Foundation will allocate a limited sum of money for mini-grants each year. Requests may be made throughout the year and will be reviewed by the Allocation Committee. Limited funding is now available. Grant requests will be accepted until March 1, 2016. Grants will be awarded on March 15, 2016.

Who May Apply?

Certified Teachers and Administrators of the School District are eligible to apply for grants.

What Projects Are Eligible?

- ♦ All projects that fulfill our mission and are approved by the building principal.
- ♦ Projects that are innovative in nature and represent a fundamental advance in the manner in which curriculum is taught are most welcome.
- ♦ Grant funds may be used for educational materials and supplies, computer hardware and/or software, scientific or mathematical equipment, printing expenses, periodical or internet subscriptions, field trips, and other uses as part of innovative educational initiatives.
- ♦ Any equipment purchased through this grant becomes the property of the educational institution for which you work at the time of the grant application.
- ♦ Grant requests may be partially or wholly funded.
- ♦ ***At times, Grant requests appear to be for salaries, teacher stipends or transportation and cannot be honored.**

In addition to fulfilling the OJREF mission, proposed projects should

- ♦ Provide a significant and defined benefit to the target beneficiaries;
- ♦ Represent a new (or the rethinking of an existing) educational initiative;
- ♦ Have potential for replication or dissemination among teachers and/or schools;

- ♦ Be directly related to the PA Standards/Common Core Standards;
- ♦ Be outside the normal budget or planning considerations;
- ♦ Projects might also explore use and integration of new technologies, expand student experiential learning opportunities and/or engage families and/or communities in education.

How do I apply?

Classroom Grant applications should be submitted a minimum of 15 days before the award date. To expedite the approval of your application, be sure to include all of the requested information

- ♦ Please note: Final project evaluation and cost documentation for grants awarded and implemented during 2016 must be submitted no later than November 30, 2016. (Suggested format for evaluation is included with this application.) Project evaluations should include pictures and/or documentation of student activities. Grant recipients also may be asked to present their project results at school district meetings and Foundation events.

Questions? Call Dr. Kathy Soeder @ 610-469-5589

Mail applications to:

Owen J. Roberts Education Foundation
 PO Box 127
 Saint Peters, PA 19470
 Attention: Kathy Stamm, Allocation Committee Chairperson

Owen J Roberts Education Foundation Classroom Grant Application

Cover Sheet

Name of Applicant(s): _____

Contact Information:

School: _____

Grade(s) and/or Subject(s) Taught: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: Daytime: _____ Evening: _____

Email Address: _____

Fax: _____

Title of Proposed Project:

Purpose of the Grant: (one sentence)

Requested Grant Amount: \$_____

Teacher Signature: _____ Date: _____

Administrator Signature: _____ Date: _____

For Office Use Only

Date Received: _____ Disposition: _____

Date: _____

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Proposal Narrative:

Describe the project, including its benefits, goals, target beneficiaries and how it relates to the PA Academic Standards in accordance with the criteria previously set forth. Be sure to provide a timeline for implementation and to explain how you will evaluate the project's success. **This part of the application must be detailed.**

Please include the projected submission date for the project evaluation.

Provide a brief summary of relevant background experiences that will contribute to the success of the proposal.

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Project Budget:

Be specific about the funds you are requesting and your preferred funding schedule. If you will be purchasing equipment or software, be sure to check with your school's technical staff to verify that all technical requirements have been met. If equipment is requested please note the current availability of that equipment in your building.

All expenses should be documented in the final project evaluation.

Equipment or intellectual property acquired thru the grant shall be the property of the Owen J. Roberts School District.

Project Evaluation

As the recipient of an OJREF mini-grant for this academic year, an evaluation of the project or materials purchased is expected to be submitted no later than November 30, 2016.

This evaluation should include:

- * Pictures, videos, and/or documentation of student activities
- * Details of the anticipated benefits and how they were observed, measured, or otherwise demonstrated
- * Opinion or critique as to whether the project did or did not meet your expectations and should or should not be replicated in other disciplines or another classroom cycle.

Grant recipients may also be asked to present their project results at school district meetings or Foundation events.

When applicable, OJREF Board members may ask to see the project and or materials in action with the students.

Thanks so much for your dedication.

Kathy Stamm, OJREF Allocation Chairperson
120 Dise Rd
Pottstown, PA 19465